

NASPNCLA INSTRUCTION 6120.2D

Subj: PHYSICAL EXAMINATIONS OF POLICE OFFICERS AND FIREFIGHTERS

Ref: (a) Occupational Safety and Health Act of 1970, Public Law 91-596
(b) OPNAVINST 5530.14B

1. Purpose. To issue procedures and responsibilities to ensure compliance with the provisions of references (a) and (b).

2. Cancellation. NASPNCLAINST 6120.2C

3. Background. Police and firefighting duties inherently involve physical demands which, if beyond the physical capability of the individual, may seriously reduce performance and increase the risk of personal injury. Reference (a) establishes occupational safety and health standards and prescribes medical examination standards. Reference (b) establishes the physical readiness program which assures the greatest protection to the health and safety of affected employees. All applicants for positions in this occupational group must meet prescribed physical qualification standards prior to initial employment and shall be scheduled for annual examination thereafter. Annual examination ensures the physical condition of subject employees is maintained throughout their assignment to duties within this occupational group.

4. Action

a. Naval Hospital (NAVHOSP)

- (1) Administer initial employment and annual physical examinations.
- (2) Maintain individual employee medical records and provide medical opinion as to physical capability for continued duty as a police officer/firefighter.

b. Chief of Police/Fire Chief

- (1) Publish and direct compliance with a schedule of annual physical examinations for employees within their respective functions. The schedule shall provide for even distribution of examinations to reduce impact on operational requirements of both the police/firefighting functions and the medical facilities.
- (2) Coordinate schedules with the NAVHOSP, Physical Evaluation Clinic.
- (3) Ensure personnel are familiar with the standards of physical readiness and their responsibility to meet them.
- (4) Review and approve/disapprove written requests for special (nonscheduled) fitness for duty examinations originating from an employee or supervisor. Fitness for duty examinations are provided by the NAVHOSP, Branch Dispensary, Building 3600, upon specific request.

(5) Upon receipt of Certificate of Medical Examination, SF-78, from appropriate medical authority which disqualifies an individual for continued performance of duties, initiate appropriate action to:

(a) Approve sick leave for medical treatment.

(b) Assign "limited duty" tasks.

(c) Effect transfer to a position of lesser physical demand for which the employee may be qualified.

(d) Separate employee for medical reasons.

c. Supervisors shall continuously evaluate performance of subordinate personnel and, when physical problems are identified or suspected which may be detrimental to the welfare of the individual and/or the effective performance of duty, initiate a written request for special (nonscheduled) fitness for duty examination containing appropriate supporting justification and reasons for suspecting physical incapacity.

d. Human Resources Office

(1) Ensure preemployment examination scheduling of applicants for positions within the occupational group.

(2) Provide required assistance to management and employees found to be medically disqualified for continuation of police/firefighting duties.

e. Civilian employees within this occupational group who believe a physical incapacity exists which may be detrimental to personal welfare or effectiveness of continued employment may request, in writing with supporting justification, a special fitness for duty examination from the immediate supervisor. Such requests will be forwarded for approval via the supervisory chain-of-command to the Chief of Police/Fire Chief, as appropriate.

5. Forms. Certificate of Medical Examination, SF-78, may be obtained through normal supply channels.

J. M. DENKLER

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